

# ***Board of County Commissioners***

## ***Division of Planning & Development***

### **Development Review**

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### **Development Review Committee Meeting** **October 8, 2007**

#### **Members Present-**

Brad Cornelius-Chairperson/Planning Manager, Aimee Webb-Development Coordinator/Vice-Chairperson, Marie Keenum-911 Coordinator, Keith Hunter-Environmental Health Director, Mike Springstead-Springstead Engineering, Lee Hawkins-Attorney, Dan Hickey-Villages Public Safety, Karen Parker-Secretary, and Bill Stevens-Engineering Manager for Public Works.

The meeting convened at 2:02 p.m.

Mrs. Webb introduced Kathy Ratliff, Senior Planning Technician to the meeting. Ms. Ratliff assisted Mrs. Webb in reviewing the project.

#### **Approval of Minutes-**

Mrs. Webb made a motion to approve the minutes from October 1, 2007. Mr. Stevens seconded the motion, and the motion carried.

#### **New Business:**

##### **TV – Citizens First Bank at Buffalo Ridge - Major Development – Preliminary & Engineering Review**

***Property Location: located north of the intersection of C. R. 103 and Wedgewood Lane/The Villages***

Jeff Head, Farner Barley and Associates, Inc., was present and requested preliminary and engineering approval to construct a 750 square foot drive thru bank, paved parking, and associated storm water system. Mrs. Webb's comments consisted of correcting the section number on the cover page under the vicinity map, correcting the section number in site data #17 on the site plan, providing the setbacks for the sign on Wedgewood Lane, correcting the sign setbacks for the sign along C. R. 103, explaining the drive aisles located within the landscape buffer, providing the drive-thru lane widths, and providing a corrected submission application for a major development. Mrs. Keenum, Mr. Hawkins, Mr. Hunter, Mr. Hickey, Mr. Stevens, and Mr. Cornelius had no comments. Engineering comments consisted of labeling the drive-thru lane and island widths, providing a detail for the storm drain connection to the existing 30 inch diameter pipe, clarifying the inlet type as called out on the site plan, and providing all regulatory agency permits. Mr. Head requested a deviation from the required 12' by-pass lane, which the Committee has no objections.

Mrs. Webb moved to approve the preliminary and engineering plans subject to all comments being addressed on revised plans. Mr. Stevens seconded the motion, and the motion carried.

***Public Forum –***

Mr. Cornelius announced to the Committee that he, Aimee Webb, and Karen Parker, have been requested by Bradley Arnold, County Administrator, to streamline the Development Review Committee. Mr. Cornelius asked each member to share any comments/suggestions they may have to assist in this process.

Mrs. Webb noted the Committee is limited on voting members and requested absence notifications as soon as possible.

Mr. Stevens moved to adjourn. Mrs. Webb seconded the motion, and the motion carried.

Meeting adjourned at 2:12 p.m.

Please note: There will not be a meeting on Monday, October 15, 2007.

The next meeting is scheduled for October 22, 2007.